



V A L U E

About AMHSA

The Alberta Municipal Health and Safety Association (AMHSA) is an educational non-profit organization that promotes occupational health and safety and environmental stewardship in the workplace.

We have a membership of 60,000+ employees in 19 cities, 108 towns, 88 villages, 51 summer villages, 64 municipal districts, and six specialized districts.

Since 1990, our mission has been to assist municipal employers and workers in implementing effective Health and Safety Management Systems (HSMS) and educating both employers and workers through classroom and online training.

As a recognized leader in municipal HSE excellence, we partner with municipal employers, workers, and strategic partners to educate, equip, and inform with knowledge and skills that will keep them and their co-workers safe, and reduce the costs associated with workplace incidents.

Financial Incentives

The PIR program helps municipalities earn WCB premium refunds by encouraging organizations to implement effective health and safety management systems, and obtain a COR or a SECOR.

To qualify for the WCB rebate, employers must have a valid COR or SECOR. The incentive ranges from five to 20 per cent of the employer's premium rate, depending on the municipality's claims history.

With AMHSA As Your Certifying Partner, We Will:

- Mentor new Health and Safety coordinators and auditors through the process.
- Apply proven quality assurance processes that enable auditors to create substantial, useful reports to employers.
- Deliver quality classroom and online training that is cost effective and accessible throughout the province of Alberta.
- Provide access to our audit tool on a variety of user-friendly platforms.
- Offer both a peer system and support the use of consultant auditors for external COR certification audits.



Audit Contact

audits@amhsa.net
amhsa.net/cor
1-800-267-9764



General Inquiries

safety@amhsa.net
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Alberta Municipal Health and Safety Association

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Demonstrate Your Commitment to Safety With a Certificate of Recognition (COR)

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Partnerships in Injury Reduction (PIR) Program

The PIR program is designed to help organizations implement effective health and safety programs, encourage injury prevention, assess and control workplace risks and hazards, and create a culture of workplace safety. Partnerships in Injury Reduction is a joint project of the Government of Alberta - Jobs, Economy and Trade, the Workers' Compensation Board - Alberta, and employers, represented by one of Alberta's certifying partners.

Certificate of Recognition (COR)

The PIR program works with certifying partners to award Certificates of Recognition (CORs) to employers that have developed and implemented a health and safety management system (HSMS) that meets established standards and is audited on an annual basis.



AMHSA: Your Certifying Partner for Health and Safety Management System Audits

To obtain a COR, your business must first have a health and safety management system in place, then have it successfully audited through a Certifying Partner. AMHSA is an approved certifying partner for cities, towns, villages, municipal districts, and other members.



Large Employer Certificate of Recognition (COR)

The COR is for large employers (10+ employees). To achieve a COR, organizations implement and maintain a comprehensive health and safety management system that meets the Partnerships standard. Organizations must successfully pass a HSMS audit that is reviewed by AMHSA for quality assurance. Once received, organizations are granted a three-year COR that must be maintained through maintenance audits and continued safety excellence.

Small Employer Certificate of Recognition (SECOR)

A SECOR is issued to an employer (with 10 or fewer employees) whose health and safety management system meets the Partnerships standard. It is valid for three years.

COR Training Recommendations

AMHSA strongly recommends participating employers have a current employee who has attended our *HSMS* and *Auditing* courses, at a minimum. Auditors must be certified by AMHSA and meet requirements to maintain their certification. For COR holders who conduct their own maintenance audits and participate in the external peer audit process, we recommend having multiple auditors on staff.

Psychological Health and Safety (PHS) Optional COR Audit Element

The PHS optional element allows organizations to review the impact, strengths, and weaknesses of their existing program. There are three options available to meet any level of PHS implementation, from a basic review to a full audit. Non-COR holders and organizations outside of Alberta may also use this optional element to review their HSMS for informational and continuing improvement purposes. AMHSA's optional PHS element is approved by Partnerships. Visit PHSaudit.ca for more.

Auditor Qualification and Auditor Certification

All auditors must be certified by AMHSA and meet requirements for training, quality and ethical conduct. Participants must successfully complete AMHSA's *Health and Safety Management Systems* course and AMHSA's *Health and Safety Auditing* course. Then a qualification audit must be completed and submitted to AMHSA within six months for review. If all criteria are met, the participant is issued auditor certification which is valid for three years. To maintain certification, auditors must continue to follow ethical guidelines, successfully complete two audits, and attend the *Audit Refresher* course, during their three-year certification cycle.

Peer and Consultant Auditors

Peer auditors are employees who have completed their auditor certification in order to conduct internal audits within their organization and external audits on other organizations participating in the peer system. Organizations may also choose to contract Consultant auditors certified through AMHSA.

Auditor Resources

As a certifying partner, AMHSA requires that any organization participating in the PIR program must conduct its audits using an audit tool approved for use by Partnerships (including AMHSA's audit workbook (Excel) and AuditSoft). Additional auditor resources include the quarterly *Auditor Update* newsletter, access to knowledgeable staff and subject matter experts, and training.

